

**City of Auburn  
Technology Commission  
Auburn City Hall  
1225 Lincoln Way, Auburn, CA 95603  
Phone (530) 823-4211**

**MINUTES OF SEPTEMBER 13, 2012**

**Commissioners Present**

Richard Owens, Chair  
Paul Mercurio, Vice Chair  
George Preston, Member  
Teresa Schredl, Member  
Randi Swisley, Member

**Absent**

Glenn Tonkin, Member

**Auburn City Staff Present**

Mark D'Ambrogio, Fire Chief

**Guests**

None

**Call to Order**

Commissioner Owens called the meeting to order at 4:32 pm. It was noted that a quorum of members was present for the meeting.

**Approval of Agenda**

Published agenda revised to move the EOC discussion as the first order of business; unanimously approved.

**Public Comment**

None

**Approval of Meeting Minutes**

Minutes of the July 12<sup>th</sup>, August 15<sup>th</sup>, and August 23<sup>rd</sup> meetings were approved as submitted.

**New Business** (moved to first order of business)

- Fire Chief to discuss EOC – Auburn has a comprehensive Emergency Operations Plan. City would like to take advantage of available technology to improve operations at the Emergency Operations Center. Mark proposes that the fire station on High Street has available space, cable connectivity, and is conveniently located near freeway access. Discussions of equipment necessary (telephone, computer, sound system, video monitors, projector, and other) to support emergency operations, and possibly also support training needs for large groups (dual purpose).

**Old Business**

**Technology Commission Work Plan**

- Status of station data jack verification – 9/13 spreadsheet is current. Cordless handsets bound to a base station may be a good solution for the Corporate Yard, Fire Stations, and Waste Water Treatment Plant.
- Vendor status – Several questions remain regarding connecting remote sites, cordless line sharing, limit on concurrent number of calls, pricing trade-offs to accommodate many of these options. Need to discuss with vendor to understand how these options will affect the system. 30 days from signing a contract to implementation.

*Action* – Investigate fax to email possibilities: current phone proposal includes no fax machines. Vendor has fax and email solutions; identify current costs and cost of alternative solutions, check operational

issues with users. Lead: Commissioner Swisley, assisted by Chairman Owens.

*Action* – Investigate data circuits to replace DSL lines or install a cable modem where none exists. Identify pricing, speed, and capacity from various vendors (possibly Wave, ATT, Frontier, Verizon, others).  
Lead: Commissioner Mercurio, assisted by Commissioner Preston.

*Action* – Investigate trade-offs between costs of including remote user lines and increasing concurrent call paths. Discuss financial impacts with Andy Heath. Lead: Chairman Owens.

#### **New Business**

- Review new e-mail requirements – voicemail-only lines needed for City Council members.
- Discuss change of Chairman – Chairman Owens would like to continue until the telephone upgrade is complete, to avoid disruptions in the process. All commissioners agreed this is a good course of action.

#### **Other Business**

ACTV Update - None

#### **Information and Announcements**

Chairman Owens will be out the week of October 14<sup>th</sup> and the weekend of November 2<sup>nd</sup>. Commissioner Schredl is resigning as of the end of the year after serving 8 years on the Commission.

#### **Date and Time of Next Meeting**

Thursday, October 11, 2012, 4:30 pm. Room 10, City Hall.

#### **Adjournment**

Chair adjourned by acclamation at 6:12 pm.

APPROVAL ATTESTED TO:
Richard Owens, Chair, Technology Commission